

CHAPTER X

GENERAL ADMINISTRATION

Prior to independence, the administration during the British period was mainly confined to the performance of such duties as were believed to ensure their supremacy, general peace and order, and discipline among the subjects. After Independence, the people of India in 1950 adopted the concepts of social and economic justice, equality of status and of opportunity, and promotion of fraternity for assuring dignity of individuals and the unity and integrity of the Nation which obligated upon the administration a huge responsibility. Since then, laws have been enacted, policies framed and comprehensive plans drawn up and executed for all round social, economic, cultural development. The administrative machinery at the district level is responsible for implementation of all legislations and polices for the betterment of its people be these relate to the issue of rations or electoral identity cards, procurement of food-grains, implementation of employment guarantee schemes, supply of drinking water, mutation of land records, maintenance of peace and tranquillity, law and order, functioning of primary schools and healthcare centres or control of epidemics in the countryside, etc., these being the instrumentalities of the State. The Administrative setup of the Jhajjar district is described in forthcoming paragraphs of this chapter.

ADMINISTRATIVE DIVISION

The Jhajjar district came into existence on 15th July, 1997 after carving it from Rohtak District¹ and it falls under the administrative control of Rohtak Division. For the purpose of general and revenue administration, the district consists of three Sub-Divisions namely, Jhajjar, Bahadurgarh and Beri; four tehsils namely Jhajjar, Bahadurgarh, Beri and Matanhail; and one sub tehsil Salhawas. Besides above, with a view of overall development in the district, there are five development blocks, namely Jhajjar, Bahadurgarh, Beri, Salhawas

¹ Vide Notification dated 25th June, 1997 published in Haryana Government Gazette (Extra.)

and Matanhail. As on 31st March 2018, the number of villages in each tehsil/ sub-tehsil in the district is given in the table below:-

Sub-Division	Tehsil / Sub-Tehsil	Villages
Jhajjar	Jhajjar	82
	Matanhail	37
	Salhawas (sub-tehsil)	16
Bahadurgarh	Bahadurgarh	46
Beri	Beri	38
Badli	Badli	45

The administrative machinery of the district consists of a hierarchy of officers headed by the Deputy Commissioner. He is also known as a District Magistrate as head of law and order administration of the district and as District Collector, as head of the revenue administration. The strength of Sub-Divisional Officers, Tehsildars and Naib-Tehsildars in the Jhajjar district as on 31st March, 2018 is as follows:-

Sub-Division	Tehsil/ Sub-Tehsil	Officers	Strength
Jhajjar	Jhajjar	Sub-Divisional Officer (Civil)	1
		Tehsildar	1
		Naib- Tehsildar	3
	Matanhail	Tehsildar	1
		Naib- Tehsildar	1
		Salhawas (Sub-Tehsil)	Naib- Tehsildar
Bahadurgarh	Bahadurgarh	Sub-Divisional Officer (Civil)	1
		Tehsildar	1
		Naib- Tehsildar	1
Beri	Beri	Sub-Divisional Officer (Civil)	1
		Tehsildar	1
		Naib- Tehsildar	1
Badli	Badli	Sub-Divisional Officer (Civil)	1
		Tehsildar	1
		Naib- Tehsildar	1

DISTRICT AUTHORITIES

Deputy Commissioner.—The administration vests in the Deputy Commissioner who is the highest authority and overall in-charge of the general administration in the district. He works under the administrative control of the Commissioner, Rohtak Division, Rohtak. The general authority of the State Government descends through the Divisional Commissioner to the Deputy Commissioner. He is primarily concerned with the maintenance of law and order and redresses the grievances of the public, and plays an instrumental role in implementation of the policy decisions of the government. He performs the three-fold functions of the Deputy Commissioner, the District Magistrate, and the Collector, but his responsibilities particularly as Deputy Commissioner have greatly increased in the democratic setup and due to developmental activities.

As a Deputy Commissioner, he is the executive head of the district. There is hardly any aspect of district administration with the general supervision of which, he is not concerned in one way or the other. He performs numerous functions in the sphere of civil administration, development, panchayats, local-bodies, etc. He keeps an eye on the Zila Parishad and Panchayati Raj Institutions, and also guides the Panchayats, Panchayat Samitis, Municipal Corporation/Committees and Market Committees, and helps them to overcome the difficulties and problems that arise during the course of action. He performs the duty of Chief Electoral Officer in connection with elections which take place from time to time in the district. For elections to Parliament and Vidhan Sabha, the Deputy Commissioner is invariably appointed as Returning Officer for the constituency/constituencies falling in his jurisdiction. He is also the ex-officio Chairman of different institutions like District Red Cross Society, District Grievances Committee, District Olympic Association, District Blindness Control Society, District Leprosy Society, etc. As Chief Election Officer of the district, he is expected to maintain contact with the elected representatives as well as public in order to keep himself well-informed about the proper functioning of the machinery for which he is responsible.

As a District Magistrate (DM), he is head of the general administration and is responsible for the maintenance of law and order in the district. The Police force in the district is, therefore, placed by Law, under the general control and direction of the District Magistrate, who is responsible and carries out duties in such a manner that effective protection, is afforded to the public against lawlessness and disorder. In the discharge of this responsibility, he is assisted by Superintendent of Police. The deployment and use of the police force in the district is subject to overall control and direction of the District Magistrate. On account of large scale disturbances, Central Reserve Police Force and other paramilitary forces are also made available by the Government of India through the State Government when the situation is beyond the control of District Magistrate. Under the situations of distress, the District Magistrate can also seek the assistance of 'Army' which works under its own Commanders. He can impose restrictions on the movement of unlawful assembly under Section 144 of the Code of Criminal Procedure (Cr.PC), 1973 and can also impose curfew keeping in view of emergent situations.

The District Magistrate is authorized to inspect the jails, police stations, courts of Sub-Divisional Magistrates, and other offices of the government to ensure the smooth and effective functioning of public functionaries in the district administration. Earlier, the District Magistrate had the concurrent powers, like the Additional District and Session Judge, of hearing appeals against the order of the Executive Magistrate. After the introduction of new Code of Criminal Procedure, 1973, he ceased to have such powers. Due to the separation of the Judiciary from Executive, control over judicial work was withdrawn from the District Magistrate. Resultantly, he is now concerned with the regulation of prosecutions, winding down of bad characters and ordering preventive detentions. He has control over the courts of Executive Magistrates under the provisions of Code of Criminal Procedure, 1973. He also enjoys the power of the Marriage Officer under the Special Marriage Act, 1954.

As a District Collector, he is the Chief Revenue Officer and the highest revenue authority in the district. He is responsible to the Government through

Divisional Commissioner and Financial Commissioner Revenue. He is responsible for collection of taxes, fees, land revenue and all dues recoverable as per applicable law. He is responsible for the management of private estates that are held in trust by the State for minors and other disqualified persons. His duties include supervision of acquisition and requisition of land and administering relief measures in case of drought, flood, unseasonal rain, hailstorms, fire and other natural calamities that may occur in the district. He is responsible for grant and eventual recovery of certain types of loans for agriculture improvement. He also holds charge of the district treasury and in this capacity is responsible for due accounting of all moneys received and disbursed and correctness of treasury returns and safe custody of valuables contained in the District Treasuries. As a Registrar under the provisions of the Registration Act, 1908, he is responsible for supervision and control of work relating to registration of deeds. He is also responsible for the maintenance of accurate and up-to-date records of rights with respect to land records and agriculture statistics besides management of government lands and estates. He supervises the work of Tehsildars, Naib-Tehsildars, establishments of *Kanungos* and Patwaris, appointment of Lambardars, distribution of *taccavis*, consolidation work, revision of mutations, inspection of tehsils at least once a year, inspection of *girdawaris*, disposal of cases instituted under the provisions of Indian Stamp Act, the Registration Act, etc., in the district. Further, under the Cinematography Act, 1952, he is the licensing authority in his jurisdiction

The Co-ordination work of the Deputy Commissioner forms pivotal part of his overall responsibilities while coordinating the activities of various departments in the district. He holds periodical meetings of all the district officers for reviewing the progress of work done by several departments and coordinating and intensifying their efforts. He has to possess a clear picture of the objectives of all the departments so as to evolve an integrated approach to development. He, however, takes special care not to interfere in the internal administration, procedures, methods, and policies of the parent departments. The Deputy Commissioner has been authorized to inspect the offices of Government departments within his territorial jurisdiction and he may call for

any information or report regarding these offices and their working. In fact, Deputy Commissioner is the most important connecting link, in the district, between the public and the Government so far as he executes the policies, administers the rules and regulations framed by the Government, and look after the welfare and needs of the people.

Additional Deputy Commissioner.— The Additional Deputy Commissioner (ADC) is the second highest officer in the district. The post has been created with the view to provide relief to the Deputy Commissioner. The ADC enjoys same powers as that of the Deputy Commissioner under various rules and Acts, such as the Land Revenue Act, 1887; the Punjab Tenancy Act, 1887; the Land Acquisition Act, 1894; Indian Stamp Act, 1899; the Registration Act, 1908; the Punjab Municipal Act, 1911; the Punjab Registration of Mortgage Land Act, 1938; Punjab Occupancy and Tenant (vesting of Proprietary Rights) Act, 1952; the Indian Arms Act, 1959; and Code of Criminal Procedure Act, 1973; etc. He is Additional District Magistrate under Code of Criminal Procedure and in the absence of the Deputy Commissioner; he is supposed to maintain the law and order situation in the district. He deals with the schemes and programmes concerning the welfare and development of rural areas and works for the economic upliftment of the weaker sections of the society, in particular Scheduled Castes and women, in the district. The ADC plays a pivotal role in the matter of implementation of various Poverty Alleviation Programmes and functions as Ex-officio Chief Executive Officer of District Rural Development Agency. He is also Joint Director, Institutional Finance and Credit Control. He is supposed to maintain a close and effective liaison with the different financial institutions operating in the district for smooth flow of credit to the beneficiaries. The role of Additional Deputy Commissioner in the implementation and co-ordination of various development schemes and planning at the district level is very vital. He is assisted by the District Development and Panchayat Officer and District Statistical Officer in the monitoring and review of various development programmes. Thus, he relieves the Deputy Commissioner in the work relating to the rural development in the district.

Besides above, Additional Deputy Commissioner is the Chairman of the Integrated Child Development Scheme and Special Nutrition Programme Purchase Committee. He chairs the meetings of the Old Age Pension Committee for releasing the pension. He is also the Chief Planning and Development Officer for 'Decentralized Planning' and other planning at the district level.

Sub-Divisional Officer (Civil).—There is one Sub-Divisional Officer in each Sub-Division. He is the overall in-charge and Chief Civil Officer of the Sub-Division, and is also known as the Sub-Divisional Magistrate (SDM). He has direct control over the Tehsildars and the Naib-Tehsildars and their staff. He has power to correspond directly with the Government departments at the district level in the routine matters. On important policy matters, however, he is required to route the matters through the Deputy Commissioner. He performs executive magisterial and revenue duties in the Sub-Division. An appeal from his orders in judicial cases, pertaining to preventive chapters of the code of criminal procedure, lies with the District and Sessions Judge. In revenue matters, he is Assistant Collector Grade-I, but under certain Acts, he possess delegated powers of Collector. Like Collector, he has ample power under the Criminal Procedure Code and other laws to exercise effective supervision over the law and order situation in his area. In the executive capacity, he can call for any of the registers and records pertaining to any crime from any police station under his jurisdiction and can call the Station House Officer to come to him to explain the matter. He can bind antisocial elements for peaceful conduct over a period. His other executive duties include, supervision of works relating to development, local bodies, taxation, reports about passports, renewal of arms licenses, non-governmental organizations, e-disha kendras, subdivisional establishment, etc., in his subdivision. In fact, he is a miniature Deputy Commissioner of his subdivision working under the direct control of the Deputy Commissioner, and performs same kind of functions in the subdivision as that of Deputy Commissioner in the district.

Tehsildar/ Naib-Tehsildar.— Tehsildars and Naib-Tehsildars are crucial officers in the revenue administration with powers of Collectors Grade-I and II,

respectively and perform the function of the Sub-Registrars and Joint Sub-Registrar for in the matters of registration of property. They are responsible for collection of land revenue and other dues payable to the Government. As a senior revenue officer of the tehsil and overall In-charge thereof, a Tehsildar has powers of co-ordination and distribution of work among the subordinate officers and officials including the Naib-Tehsildars. All recommendations in Lambardari cases, even in the revenue circles of Naib-Tehsildar, are routed through him to the Sub-Divisional Magistrate and the Deputy Commissioner. Tehsildars and the Naib-Tehsildars are principally responsible for maintaining revenue records and crop statistics. They have to tour extensively in the areas of their respective jurisdiction to remain in touch with the subordinate revenue staff, to observe the seasonal conditions and conditions of crops, and to hear the problems of the agriculturists. They can decide urgent matters on the spot, like correction of entries in the revenue records, providing relief to the public facing natural calamities, etc. On their return from tour, they bring the record up-to-date, and prepare reports and recommendations to the government regarding suspensions or remissions of land revenues. They also sit in the courts to settle dispute of tenancy, arrears of rent, ejection of tenants, entries in account books, etc. While deciding partition cases, the Tehsildar exercises powers of Assistant Collector Grade-I. For elections to Vidhan Sabha, a Tehsildar is invariably appointed as Assistant Returning Officer for the constituency/constituencies falling in his tehsil. As on 31st March, 2018, there were 5 Tehsildars and the 7 Naib-Tehsildars in the district who were assisted by 5 Office Kanungos, 12 Kanungos (Field), 127 Patwaris and other subordinate staff.

Kanungo and Patwari.—Kanungo is an important link between the Tehsildars, the Naib-Tehsildars and the Patwaris. The main duty of a Kanungo is to supervise the work of Patwaris. Each Tehsildar is assisted by Office Kanungo, besides a number of Field Kanungos. The main duty of Office Kanungo is to consolidate the information on different aspects of revenue administration. Similarly, in the Deputy Commissioner's Office, there is a Sadar Kanungo who *inter alia* is in-charge of establishments of Kanungos

and Patwaris, and carries out inspections of Kanungo Circles and Patwar Circles. Special Kanungo or Patwari Moharrir makes the information contained in revenue records, accessible to the litigating public and to the Courts, by preparing extracts from the revenue records. He also assists the Courts of Law in the examination of revenue records by giving evidence and by putting the records before them which the Courts ought to examine.

Patwari has always been regarded as an important officer of the village administration. Up to the beginning of the 20th century, he was paid by the village itself but was later made a salaried government employee. He is viewed as eyes and ears of the Collector in the rural areas because his local knowledge, about his Patwar circle, is so extensive that there is hardly any information about the villages and residents of which he is not aware of or which he cannot make guess. Usually, he covers two or three villages in Patwar circle. The duties of a Patwari include conducting of surveys, field inspections, recording of crops, revision of maps, preparation of reports relating to mutations, partitions, revenue, rents, etc. Under the orders of Collector, he prepares the records of rights and also assists in providing relief to agriculturists in distress and renders basic service in the decennial Census operations. Jhajjar district is divided into 127 Patwar circles including one circle of *Sadar* Patwari; each circle being looked after by a Patwari who works under the immediate supervision of the Kanungo concerned.

GENERAL ARRANGEMENT FOR DISPOSAL OF BUSINESS

City Magistrate (CTM).— The City Magistrate is the principal administrative officer under the Deputy Commissioner to assist him in his all administrative and executive functions. All the work of Deputy Commissioner's Office is routed to the Deputy Commissioner through the City Magistrate. He is responsible for discipline of subordinate staff employed in the branches of the office and deals with all establishment matters regarding their appointments, postings, promotions, confirmation, etc. He is also the Drawing and Disbursing Officer of Deputy Commissioner's Office. He decides the cases under the Village Common Lands (Regulations) Act, 1961. He is the nodal officer for

implementation of various schemes, and redressal of grievance cases received through Chief Minister's Grievance Cell popularly known as CM's Window, and the 'Prime Minister's Office Grievance Portal'. He holds enquiries, meetings as per requirements of office, and at directions of the Deputy Commissioner. The CTM also hears and redresses the public grievances.

District Revenue Officer.—He assists the Deputy Commissioner in all revenue matters in the district. He attends routine correspondence of all revenue branches, and is responsible for the proper and up-to-date maintenance of revenue records, revenue accounts, assignments, *muafis*, *jagirs*, records of the branches related to Registration and Land Acquisition, service records of Patwaris, Kanungos, District Revenue Accountant, etc. He monitors the progress of the recovery of all government dues in the district, keeps the Deputy Commissioner informed about the pace of recovery. He assists the Deputy Commissioner in carrying out the inspection of tehsils and sub-tehsils and acts on his behalf for organizing special *girdawaris* for crop cess and for natural calamities, floods, etc. He is also responsible for pursuing the progress of land reforms cases in various courts and watches the interest of the State. He holds court in certain matters of partition, undervaluation of property under Section 47(A) of the Stamp Act, 1899, the Village Common Lands (Regulations) Act, 1961, the Code of Criminal Procedure, 1973 and also maintains record pertaining to these cases. Besides, in order to ensure the smooth implementation of various development schemes, he coordinates his activities with the departments, such as, Irrigation, Public Works Department (B.&R.), Cooperation and Agriculture, etc., in which revenue work is involved. On behalf of the Deputy Commissioner, he is responsible for the submission of the statements, every quarter, to the Divisional Commissioner and to the Financial Commissioner Revenue-cum-Chief Controlling Revenue Authority, Haryana regarding the disposal of miscellaneous revenue works in the district.

Development Organization.—The Community Development Programme has been implemented in Jhajjar since 2nd October 1952 to ameliorate the living standard of rural people and to ensure proper participation of rural people in the implementation of socio-economic programmes in the rural areas. With

the passage of time, the Community Development Programme has been extended to every nook and corner of the rural life, and the rural folk have been fully associated with all development works of the Government carried for their betterment through different development agencies. In order to implement various development schemes, the district has been divided into six development blocks, namely Jhajjar, Bahadurgarh, Beri, Salhawas, Matanhail and Badli. The work of each block is looked after by a Block Development and Panchayat Officer who works under the supervision of the District Development and Panchayat Officer of the district.

For the upliftment of rural people in the development blocks, the BDPOs are assisted by Social Education and Panchayat Officers who assist the BDPOs in co-ordinating the development and other related works. As on 31st March, 2018, there were 8 officers and 236 officials working in various blocks of Development and Panchayat Department in the district.

District Informatics Officer (DIO).— He is the Incharge of District Information Centre and works under the supervision of the National Informatics Centre (NIC), which is a part of the Ministry of Electronics and Information Technology, Government of India, under the Department of Electronics and Information Technology. He caters to the Information and Communications Technology needs at the grassroots level¹. He works as a link officer between the Government and the district administration in matters relating to e-governance in the field of information and communications technology. He plays an important role in steering e-governance applications in government offices in the district for enabling fast, secure, transparent, improved, and efficient government services and information to the district administration as well as the public.

The District Informatics Centre at Jhajjar has two wings namely, the information and technology wing, and the service and information wing. The DIC strives to meet the e-governance standards and manages activities like domain-name registration for ‘gov.in’ and ‘nic.in’ domain, ICT training, video

1 www.nic.in

conferencing, web-services, etc. It also manages the internal data centre. Besides above, it also provides many ancillary services such as computer-aided design, geographical information system, informatics including biomedical informatics, patent informatics, rural informatics, agriculture informatics including hydrography, mathematical modelling and simulation, computer networking, office-procedure automation, cyber security, web-hosting, website development, internet and Wi-Fi services, etc. In short, it is the network infrastructure and e-governance support to district administration including local authorities. As on 31st March, 2018, there was 1 officer each of the Information & Technology Wing and the Service & Information Wing of the DIC, and some supporting staff provided by the District Information and Technology Society (DITS), Jhajjar which included 4 Programmers, 2 Junior Programmers and 90 Operators.

District Attorney.— There is a District Attorney in the district. He conducts, on behalf of the district administration/State, civil business in the District Courts, and criminal business in the Sessions Courts of the district. He functions under the general control of the Legal Remembrancer, Haryana. He is not allowed any private practice. In March, 2018, there were two Deputy District Attorneys and nine Assistant District Attorneys to assist the District Attorney in his work.

Official Receiver.— There is an official receiver at Jhajjar appointed by Government on the recommendation of the District and Sessions Judge. He is in-charge of the Insolvency Estate. In case a person applies for insolvency, his property is put under the charge of Official Receiver who disposes it according to the orders of the insolvency court, keeping percentage of sale proceeds as his remuneration. He also acts as court auctioneer and gets commission on the auction proceeds.

Oath Commissioner.— In the district court, the Oath Commissioners have been appointed by the Punjab and Haryana High Court on the recommendation of the District and Sessions Judge concerned. They are practicing lawyers. Their functions include preparing and authenticating important legal documents after

charging fee as prescribed by law by the Government for each document. As on 31st March, 2018, there were 8 Oath Commissioners in the district.

Notary Public.— The Notary Public is also generally a practicing lawyer, who is authorized by the Government, for a period of three years, to function as Notary Public for attesting legal documents like Wills, Special Power of Attorneys, and copies of all documents on specified charges or fees. The other functions of Notary also include administration of oaths and affirmations, taking of affidavits and statutory declarations, witness and authenticate the execution of certain classes of documents, taking of acknowledgments of deeds and other conveyances, protest notes and bills of exchange, providing exemplifications and notarial copies, etc. Every notarial act has to be done under his signature and notary seal with registered number and date. He is a public officer governed by the provisions of Notaries Act, 1952. He is also authorized to translate documents, on rates approved by the Government. Minimum fee for attestation of a document or instrument is ₹20 which is subject to maximum of ₹200 depending upon the nature of the document or instrument, and value or amount of instrument, to be attested by Notary Public. As on 31st March 2018, there were 18 Notary Public in the district.

Registration.— The work of Registration in the district is headed by the Deputy Commissioner who is vested with the powers of the Registrar under the Registration Act, 1908. Tehsildars and Naib-Tehsildars are Sub-Registrars and Joint Sub-Registrars, respectively. Appeals from the orders of the Sub-Registrar are heard by the Registrar. The Inspector General of Registration, Haryana exercises general superintendence over all the Registration Offices in the State and has power to make rules in consistent with the Registration Act, 1908.

The work of registration of various kinds of deeds, consequential mutations, and up-dating of records of rights is being done through the use of computer networks, the data of which is also made available online through the official website.

District Committees.— A number of committees/boards have been constituted

to advise and help the district administration to discharge its duties efficiently, effectively and smoothly. These committees, constituted from time to time as per specific requirements, normally work under the chairmanship of the Deputy Commissioner. On certain occasions, the Commissioner or the State Minister attends these meetings if the matter under consideration is of emergent public importance. Whenever necessary, some non-officials members, usually representatives or experts from specific fields, are also associated with these committees to stimulate a cooperative response from the general public towards the working of various departments. It creates confidence in the minds of the people and helps quick redressal of public grievances.

Police.— The police administration in the district is under the Superintendent of Police who, next to the Deputy Commissioner, is responsible for the maintenance of law and order in the district. He functions, at range level, under the administrative control of the Deputy Inspector General of Police, Rohtak Range, Rohtak, and at State level under the overall control of Director General of Police, Haryana. The Superintendent of Police is assisted by the Deputy Superintendent of Police, Headquarter and Deputy Superintendent of Police City, and a hierarchy of others subordinate staff¹.

Judiciary.— Administration of justice, both civil and criminal side, in the district is controlled by the District and Sessions Judge, Jhajjar. He is assisted by 5 Additional District and Session Judges, a Chief Judicial Magistrate, a Civil Judge, two additional Civil Judges (Senior Division), and 7 Civil Judges (Junior Division). Besides above, there is an office of District Legal Service Authority which is under the control of Chief Judicial Magistrate-cum-Secretary. The e-Courts project is being implemented on the basis of the “National Policy and Action Plan for the implementation of Information and Communication Technology (ICT) in the Indian Judiciary–2005” submitted by e-Committee (Supreme Court of India), with a vision to transform the Indian Judiciary by ICT enablement of Courts².

1 Details may be read in Chapter-XII Law and Order and Justice

2 *Ibid.*

Other State and Central Government Officers.— The State and the Central Government Officers are administratively under the control of their respective heads of the department whereas the Deputy commissioner has been vested with the powers to co-ordinate their activities, and exercise general supervision over these activities under territorial jurisdiction of the district. The State and Central Government Officers working in the district are as follows:-

State Government Officers

- 1 Assistant Commissioner Labour, Jhajjar
 - 2 Assistant Registrar Cooperative Societies, Jhajjar
 - 3 Chief Executive Officer, District Rural Development Agency, Jhajjar
 - 4 Chief Medical Officer, Jhajjar
 - 5 Chief Planning and Development Officer, Jhajjar
 - 6 Deputy Director, Agriculture, Jhajjar
 - 7 Deputy Director, Industries Safety and Health, Jhajjar
 - 8 Deputy Director, Animal Husbandry, Jhajjar
 - 9 Deputy Excise & Taxation Commissioner (Excise), Jhajjar
 - 10 Deputy Excise & Taxation Commissioner (Taxation), Jhajjar
 - 11 Deputy Labour Commissioner, Jhajjar
 - 12 District Ayurvedic Officer, Jhajjar
 - 13 District Child Welfare Officer, Jhajjar
 - 14 District Commandant Home Guard, Jhajjar
 - 15 District Education Officer, Jhajjar
 - 16 District Elementary Education Officer, Jhajjar
 - 17 District Election Officer, Jhajjar
 - 18 District Employment Officer, Jhajjar
 - 19 District Fisheries Officer, Jhajjar
 - 20 District Food and Supply Controller, Jhajjar
 - 21 District Forest Officer, Jhajjar
 - 22 District Health Officer, Jhajjar
 - 23 District Horticulture Officer, Jhajjar
 - 24 District Immunisation Officer, Jhajjar
 - 25 District Information and Public Relation Officer, Jhajjar
 - 26 District Librarian, Jhajjar
 - 27 District Malaria Officer, Jhajjar
 - 28 District Mining Officer, Jhajjar
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- 29 District Social Welfare Officer, Jhajjar
 - 30 District Sport and Youth Welfare Officer, Jhajjar
 - 31 District Statistical Officer, Jhajjar
 - 32 District Town and Country Planner, Jhajjar
 - 33 District Transport Officer, Jhajjar
 - 34 District Treasury Officer, Jhajjar
 - 35 District Welfare Officer, Jhajjar
 - 36 Estate Officer, HUDA, Jhajjar
 - 37 Executive Engineer PWD, (B & R), Jhajjar
 - 38 Executive Engineer (Panchayati Raj), Jhajjar
 - 39 Executive Engineer Irrigation, Jhajjar
 - 40 Executive Engineer, Water Supply Department, Jhajjar
 - 41 Executive Engineer, Public Health Division
 - 42 General Manager, Haryana Roadways, Jhajjar
 - 43 Joint Director, District Industries Centre, Jhajjar
 - 44 District Programme Officer, Jhajjar
 - 45 Secretary, Red Cross Society, Jhajjar
 - 46 Secretary, Zila Sainik Board, Jhajjar.
 - 47 Soil Testing Officer, Jhajjar
 - 48 Superintendent of Jail, Jhajjar

Central Government Officers

- 1 Assistant Commissioner, Central Excise, Jhajjar.
 - 2 Additional Commissioner, Income Tax, Jhajjar.
 - 3 Chief Engineer, Thermal (Operations & Maintenance), Jhajjar,
 - 4 Director, Foreign Trade, Jhajjar
 - 5 Lead Bank Officer, Jhajjar.
 - 6 Manager, Food Corporation of India, Depot Jhajjar.
 - 7 Station Master, Indian Railways, Jhajjar
 - 8 Sub-Divisional Officer (Telephone), Jhajjar.
 - 9 Superintendent Post Office, Jhajjar.
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